



2017-2018 REGISTRATION TIP SHEET FOR AUGUSTANA CAMPUS STUDENTS

Greetings from the University of Alberta's Augustana Campus! We look forward to seeing you on campus. Please use this as a guide to course registration and becoming an Augustana student.

You will first need to log into Bear Tracks:

- 1) From Augustana's homepage, <http://www.ualberta.ca/augustana>, click on the "Bear Tracks" link at the top of the page.
- 2) Select "Single Sign-on".
- 3) Enter your CCID & password. If you have never logged into your Bear Tracks or your @ualberta.ca email before, you will need to set up your account as directed in the email you received shortly after you applied. If your password has expired, please contact your Admissions Advisor.

Get ready to attend Augustana in 10 steps!

Step 1: Read your admission letter

Your admission letter includes information about the conditions of your admission offer, as well as other important information about the next steps that you need to take. You can access your admission letter in Bear Tracks by scrolling down to and selecting Admissions > Application Status > Official Correspondence. You can now use your admission letter as needed.

Step 2: Accept your admission offer

You must go online to accept your admission offer and pay a non-refundable \$500 tuition deposit by the deadline indicated in Bear Tracks. This will confirm your intent to attend and allow you to register in courses starting April 3rd, 2017! You cannot build your class schedule before you pay your tuition deposit.

Log into Bear Tracks. Click on "Accept Offer" next to the program you have admission to, then complete the online payment. www.beartracks.ualberta.ca

Some students are exempt from paying the tuition deposit. Learn more at: www.admissions.ualberta.ca/en/how-to-apply/exemptions.aspx

We encourage you to accept your admission offer as soon as possible. If you are offered admission to another University of Alberta program at a later date, you can switch your program choice without having to pay the tuition deposit again.

Step 3: Make sure you are about to register in the correct program

If you were admitted to another University of Alberta faculty or Augustana program prior to your admission to your first choice program, you must choose which faculty and program you wish to register in courses for.

To change your program in Bear Tracks: Academics > Enrol/Change Program

Note: You must process a program change for BOTH the Fall and Winter Terms. If you have already registered in classes, you can choose "Drop all classes and re-add eligible classes." Make sure to double-check your course registration using the "My Class Schedule" page after you have changed your program.

Step 4: Understanding your Degree

The academic year typically consists of two semesters: a Fall semester and a Winter semester. Augustana's semesters are comprised of a 3-week session followed by an 11-week session. Full course load students will enrol in only one course during the 3-week session and four courses during the 11-week session, for a total of 5 courses per semester. With how the semester is organized, you will still complete the same amount of course and credit work per semester as you would at other Post-Secondary institutions, so your academic record will not be affected should you decide to transfer or apply to professional programs.

Most of Augustana's Bachelor's Degree programs consist of 120 credits over 4 years. A typical Augustana course is weighted as 3 credits (★3). There are a few classes that have different credit values (i.e. music lessons, choir, and Physical Activity Classes), so check the University Academic Calendar and/or the Available First-Year Courses document for the credit value of each of your classes. To complete your degree in 4 years, you should take 30 credits per year (15 credits per semester). **Students who take fewer than 30 credits per year should expect to take longer than 4 years to graduate.** Note: The Bachelor of Music (BMus) program consists of 122 credits; the Bachelor of Science/Bachelor of Education (BSc/BEd) combined program is 150 credits over 5 years.

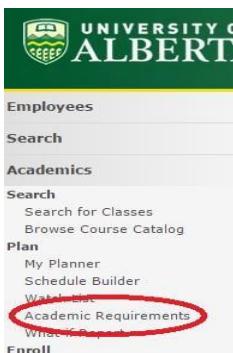
Augustana is the University of Alberta's liberal arts and sciences campus. As such, our degree programs are broad-based and require that students take courses in a variety of different areas. All programs are made up of the following:

- A. First Year Seminar
- B. Major Course requirements
- C. Minor Course requirements (optional)
- D. Liberal arts and sciences requirements (Augustana Core)
- E. Option courses

For more information on Augustana's Degree Program requirements, please visit the University of Alberta's Academic Calendar at:

http://calendar.ualberta.ca/preview_entity.php?catoid=20&ent_oid=2747

In Step 5, you will learn what all of these course requirements are and how having knowledge of these requirements can help you build your schedule. You can also use your own personal Academic Requirement Report (ARR) on Bear Tracks to monitor your completion of these requirements throughout your degree.



What is my Academic Requirement Report?

Your Academic Requirement Report (ARR) will be an important tool for you throughout your degree! You can access your ARR in Bear Tracks on the left hand side in the grey box, under Academics > Academic Requirements. The ARR allows you to find which courses are required for your major, minor, and the Augustana Core. Note: These requirements are to be fulfilled throughout your undergraduate degree. You are not expected to fulfill all of these requirements in your first year. Please use the ARR along with the information below to plan your course registration.

Before you proceed with course registration, please see if any of the below information applies to you:

Planning to take Pre-Professional Studies or to eventually transfer from Augustana?	If you are planning to attend Augustana for Pre-Professional studies (i.e. Medicine, Pharmacy, Physiotherapy, Commerce, etc.) or if you plan to transfer from Augustana to another faculty or institution in the future, please let your Admissions Advisor know so that he/she can help you enrol in the correct courses to help you towards your future goals. Depending on your Pre-Professional intentions, we may be able to add this information to your ARR and give you a course planning form, which will give you access to more information to use alongside this document. If you currently have a Pre-Professional program selected you will see this under Program Specific Information – Student Groups in your ARR. To access the pre-professional course planning forms to help you with course registration, please visit: aug.ualberta.ca/course-planning
Are you a Post-Secondary Transfer Student?	If you are a post-secondary transfer student, you may already have credit in some of the required courses for your degree. Once we receive your final post-secondary transcript(s), a transfer credit assessment will be completed to help you with the course registration process. This information will be emailed to your UAlberta email address. If you have any further questions about how your courses will transfer, please contact an Academic Advisor.
Are you a candidate for the Bridging Program?	If you have not met the English Language Proficiency requirement, you may be a candidate for the Bridging Program. The Bridging Program (BP) is a program for students who meet the academic admission criteria but still need to improve their English in order to start in a degree program. If you are a candidate for this program, you will have the chance to improve your English while still gaining university credit. After you complete the BP successfully, you can continue as an undergraduate student in the program you were admitted to. If you are a bridging program candidate, please contact your Admissions Advisor in order to begin the process of enrolling in courses for the Bridging Program. For more information about meeting the English Language Proficiency requirement, please visit: aug.ualberta.ca/ELP

Step 5: Choose your courses

Planning your first-year course registration

Please Note: All

Augustana courses begin with the prefix "AU."

For example, AUBIO not BIOL.

First-year students are only permitted to take 100-level (junior-level) courses. Exceptions to this include language courses (i.e. students who have completed Grade 12 French should register in AUFRE 201 and 202). Eligible 200-level courses are indicated on the Available First-Year Courses document. If you are a post-secondary transfer student, you may be permitted to take senior-level (200, 300, or 400-level) courses.

Some first-year courses will have pre-requisites or co-requisites at the high school and/or university levels. For example, you will not be permitted to register in AUSOC 103 without first receiving credit for AUSOC 101. Always check the University Calendar and/or the Available First-Year Courses document, or view the course description in Bear Tracks.

When you are planning your schedule, please take into consideration that all Augustana academic awards require students to take a minimum of **27 credits** of coursework per year. This will typically be met if at least 9 courses are taken per academic year (5 courses one semester and 4 courses in the other semester). Note: Augustana students are also eligible for many of the general University of Alberta Academic Scholarships which require a full course load of **30 credits** per academic year (5 courses per semester).

Part A: First Year Seminar Course – AUIDS 101

All students new to the Augustana Campus are **required** to take a First Year Seminar (FYS) course during their first 3-week session at Augustana. This seminar will be small, intensive, and discussion-based, and is designed to introduce you to the high-impact learning that you should anticipate, and need to be familiar with during your university studies. There will be multiple topics to choose from for these seminars. After you are enrolled in this course (AUIDS 101), you will receive an email (over the summer) with instructions on how to select your top 3 FYS topics. In August you will be added to one of the sections that you selected. If you present more than 12 transferable credits from a post-secondary institution, you may not need to take AUIDS 101. Please contact your Admissions Advisor for details.

Part B: Major Course Requirements

A major is the primary subject of study. Majors consist of 42 to 66 credits (★) of your overall degree. If you decide to complete a double major, you would select two areas of study (available within a Bachelor of Arts (BA) or a Bachelor of Science (BSc) program only). Since you need to meet the major requirements for both of these areas, you would have less flexibility in your class selection over the course of your four-year degree. Please consult your Admissions Advisor if this is your plan.

Some majors are available as both BA and BSc degrees. Two majors that are commonly taken as either a BA or BSc are Psychology and Physical Education. Although these programs may seem very similar based on the first-year courses, they are very different. The majority of the courses required for your major will be the same for both the BA and BSc programs. The main differences are found in the supporting and elective courses taken alongside the courses required for your major. With a BA, the elective and supporting courses will be Arts-based (English, History, Politics, Sociology, Art, etc.). With a BSc, the electives and supporting courses that you take will be Science-based (Math, Chemistry, Biology, etc.)

What if I am an Undeclared major?

We suggest that students who are undecided plan to take all the recommended first-year courses for their top two or three choices of major. That way, when you declare a major in your second year, you will not be behind in your selected program.

- You can use the "What-if Report" in Bear Tracks to see which classes you would need to take for certain majors and/or minors that are not on your application.
 - [On the left hand side, under Academics > What-if Report]
- Be sure to choose an Augustana Program. All Augustana programs will have a prefix of "AU" (see below).
 - AU-Bachelor of Science.
 - AU-Bachelor of Arts
 - AU-Bachelor of Music
 - AU-Bachelor of Management
 - AU-BSc/Bed (Secondary)

Please use your ARR in Bear Tracks to see which courses are required for your major. If you are having difficulties, contact your Admissions Advisor for guidance at (780) 679-1132.

The following chart will outline which first-year courses are required for each major:

Major	First-Year Courses
BA Major: Visual Art	<p>★ 6 AUART 101 or 103, and AUART 102</p> <p><u>Required:</u> General Stream</p> <p>★ 6 AUART 111 and 112</p>
BA Major: Biology	<p>★ 6 AUBIO 111 and 112</p> <p>★ 3 AUCHE 110</p> <p><u>Recommended:</u></p> <p>★ 6 Literature (AUENG 102, 103, 104)</p> <p>★ 3 Mathematics (100-level AUMAT other than AUMAT 107)</p>
BSc Major: Biology	<p>★ 6 AUBIO 111 and 112</p> <p>★ 6 AUCHE 110 and 112</p> <p>★ 3 Mathematics (100-level AUMAT other than AUMAT 107)</p> <p><u>Recommended:</u></p> <p>★ 6 Literature (AUENG 102, 103 or 104)</p> <p><u>Note:</u> At least ★3 AUPHY is recommended for students in the BSc program who do not have credit in Physics 30. Students interested in pursuing graduate studies in biochemistry, cell biology, or physiology are advised to complete ★6 AUPHY.</p>
BSc/BEd (Secondary) Teaching Major: Biology	<p>★ 6 AUBIO 111 and 112</p> <p>★ 3 AUCHE 110</p> <p>Please take the following after you have registered for all of the required courses for your major and minor:</p> <p>★ 3 AUPSY 103</p> <p>★ 6 Language or Literature (AUENG 102, 103, 104, or AUCLA 102)</p>
Bachelor of Management in Business Economics	<p>★ 6 AUECO 101 and 102</p> <p>★ 3 AUMGT 100</p> <p>★ 3 AUMAT 110 or 116</p> <p>★ 3 AUSTA 153</p> <p><u>Note:</u> If you plan to transfer into a Bachelor of Commerce program, you will need to take ★6 of English (AUENG 102, 103, and/or 104). It is also recommended that all Bachelor of Management students take an additional ★12 towards the Engagement and Knowledge components of the Core.</p>

BA Major: Chemistry	<ul style="list-style-type: none"> ★ 6 AUCHE 110 and 112 ★ 3 AUMAT 110 or 116 <u>Recommended:</u> ★ 3 AUPHY 102, 104, 110 ★ 3 AUPHY 120
BSc Major: Chemistry	<ul style="list-style-type: none"> ★ 6 AUCHE 110 and 112 ★ 3 AUMAT 110 or 116 ★ 3 AUMAT 112 ★ 3 AUPHY 102, 104, or 110 ★ 3 AUPHY 120
BSc/BEd (Secondary) Teaching Major: Chemistry	<ul style="list-style-type: none"> ★ 6 AUCHE 110 and 112 ★ 3 AUMAT 110 or 116 <p>Please enrol in the following after you have registered for all of the required courses for your major and minor:</p> <ul style="list-style-type: none"> ★ 3 AUPSY 103 ★ 6 Language or Literature (AUENG 102, 103, 104, or AUCLA 102)
BA or BSc Major: Computing Science	<ul style="list-style-type: none"> ★ 6 AUCSC 111 and 112 ★ 6 AUMAT 110 or 116, and 120 <p><u>Recommended:</u></p> <ul style="list-style-type: none"> ★ 3 AUPHY 102, 104, 110 ★ 3 AUPHY 120 ★ 3 AUMAT 112 <p><u>Note:</u> It is recommended that BSc students take 50% of their courses in the sciences.</p>
BA Major: Drama	★ 6 AUDRA 101 and 144
BA Major: Economics	<ul style="list-style-type: none"> ★ 9 AUECO 101, 102, 190 ★ 3 AUSTA 153 ★ 3 AUMAT 110 or 116 <p><u>Required:</u> Economics and Math Stream</p> <ul style="list-style-type: none"> ★ 6 AUMAT 112 and 120
BA Major: English	★ 6 AUENG 102, 103 and/or 104
BSc Major: Environmental Science	<ul style="list-style-type: none"> ★ 3 AUECO 101 ★ 6 AUENV 120 and AUBIO 112 ★ 6 AUCHE 110 and 112 ★ 3 Mathematics (100-level AUMAT other than AUMAT 107) <p><u>Recommended:</u></p> <ul style="list-style-type: none"> ★ 3 AUBIO 111 <p><u>Note:</u> Students interested in pursuing graduate studies in natural or physical science programs are advised to complete ★ 6 AUPHY.</p>
BA Major: Environmental Studies	<ul style="list-style-type: none"> ★ 3 AUECO 101 ★ 6 AUENV 120 and AUBIO 112 <p><u>Recommended:</u> Both Streams</p> <ul style="list-style-type: none"> ★ 3 AUBIO 111 <p><u>Required:</u> Outdoor Education Stream</p> <ul style="list-style-type: none"> ★ 3 AUPED 184 – or AUPED 285 in Year 2 <p><u>Recommended:</u> General Stream</p> <ul style="list-style-type: none"> ★ 3 AUPSY 103

BSc/Bed (Secondary) Teaching Major: General Sciences	<ul style="list-style-type: none"> ★ 6 AUBIO 111 and 112 ★ 6 AUCHE 110 and 112 ★ 6 AUMAT 110 or 116, and 112 ★ 6 AUPHY 104 and 106 or 110 and 120 <p>Please enrol in the following after you have registered for all of the required courses for your major and minor:</p> <ul style="list-style-type: none"> ★ 3 AUPSY 103 ★ 6 Language or Literature (AUENG 102, 103, 104, or AUCLA 102)
BA Major: History	<ul style="list-style-type: none"> ★ 3 AUHIS 190 or AUIDS 100 ★ 6 AUHIS 104, 105, and/or 121 <p><u>Note:</u> Topics of AUHIS 121 vary from year to year depending on the instructor and student interest. Students can take more than one section of AUHIS 121.</p>
BA Major: Interdisciplinary Studies – Global and Developmental Studies	<ul style="list-style-type: none"> ★ 6 AUCSL 100 and AUIDS 100 ★ 6 in a single language (normally of the region of the Semester Abroad, International Tour, or of a cross-cultural immersion experience within Canada). ★ 6 AUECO, AUENV, AUGEO, AUPED 184, AUCRI 160, AUPOL, AUREL, and/or AUSOC
BA and BSc Major: Mathematics and Physics	<ul style="list-style-type: none"> ★ 3 AUMAT 110 or 116 ★ 6 AUMAT 112 and 120 ★ 6 AUPHY 110 and 120 <p><u>Recommended:</u></p> <ul style="list-style-type: none"> ★ 3 AUCSC 111
BSc/BEd (Secondary) Teaching Major: Mathematical and Physics	<ul style="list-style-type: none"> ★ 6 AUMAT 110 or 116, and 112 ★ 6 AUPHY 110 and 120 <p><u>Recommended:</u></p> <ul style="list-style-type: none"> ★ 3 AUMAT 120 <p>Please enrol in the following after you have registered for all of the required courses for your major and minor:</p> <ul style="list-style-type: none"> ★ 3 AUPSY 103 ★ 6 Language or Literature (AUENG 102, 103, 104, or AUCLA 102)
BSc/BEd (Secondary) Teaching Major: Mathematical Sciences	<ul style="list-style-type: none"> ★ 6 AUCSC 111 and 112 ★ 6 AUMAT 110 or 116, and 112 ★ 3 AUMAT 120 <p>Please enrol in the following after you have registered for all of the required courses for your major and minor:</p> <ul style="list-style-type: none"> ★ 3 AUPSY 103 ★ 6 Language or Literature (AUENG 102, 103, 104, or AUCLA 102)
BA Major: Modern Languages	<p>Students must choose to study two of the ★ 6 sequences:</p> <ul style="list-style-type: none"> ★ 6 AUFRE 101 and 102 (Students with credit in Grade 12 French should take 201 and 202) ★ 6 AUGER 101 and 102 (Students with credit in Grade 12 German should take 201 and 202) ★ 6 AUSCA 101 and 102 ★ 6 AUSPA 101 and 102 (Students with credit in Grade 12 Spanish should take 201 and 202) <p><u>Recommended:</u></p> <ul style="list-style-type: none"> ★ 3 AULAN 101 ★ 3 AUSOC 105

BA Major: Music	<ul style="list-style-type: none"> ★ 3 AUMUS 100 or 70%+ on Music Theory Placement Exam* ★ 3 AUMUS 170 ★ 4.5 AUMUS 160 and 162 ★ 3-6 Applied music and ensemble courses (speak with your Admissions Advisor about this). ★ 6 AUENG 102, 103, or 104
BMus: all majors <i>Required courses may be indicated by the Music Department based on your audition.</i>	<ul style="list-style-type: none"> ★ 3 AUMUS 100 or 70%+ on Music Theory Placement Exam* ★ 3 AUMUS 170 ★ 4.5 AUMUS 160 and 162 (or 260 and 262 for students passing Harmony Placement Exam** ★ 4-6 applied music courses in one instrument or voice AUMUS 195 or 196/197 ★ 3 ensemble courses (talk to Admissions Advisor) ★ 6 AUENG 102, 103 and 104 and/or ★ 6 second language (must be ★ 6 AUGER 101 and 102 or 201 and 202 for a Voice major) ★ 3 AUDRA 144 (for Voice majors only)
BA Major: Philosophy and Religion	<ul style="list-style-type: none"> ★ 3 AUREL 100 ★ 3 AUGDS 103, AUPOL 103, AUSOC 101, 103, 105 ★ 3 AUPHI 101 or 102
BA and BSc Major: Physical Education	<ul style="list-style-type: none"> ★ 3 AUPED 112 ★ 3 AUPAC at the 100-level (3 at ★ 1 each) <p><u>Required:</u> Kinesiology & Sport Studies Stream</p> <ul style="list-style-type: none"> ★ 3 AUPED 160 <p><u>Required:</u> Outdoor Education Stream</p> <ul style="list-style-type: none"> ★ 3 AUPED 184 – or AUPED 285 in Year 2 <p><u>Note:</u> It is recommended that BSc students take 50% of their courses in the sciences.</p>
BSc/BEd (Secondary) Teaching Major: Physical Sciences	<ul style="list-style-type: none"> ★ 6 AUCHE 110 and 112 ★ 6 AUMAT 110 or 116 and 112 ★ 6 AUPHY 110 and 120 <p>Please enrol in the following after you have registered for all of the required courses for your major and minor:</p> <ul style="list-style-type: none"> ★ 3 AUPSY 103 ★ 6 Language or Literature (AUENG 102, 103, 104, or AUCLA 102)
BA Major: Political Studies	<ul style="list-style-type: none"> ★ 3 AUPOL 103 ★ 3 AUIDS 100
BA and BSc Major: Psychology	<ul style="list-style-type: none"> ★ 3 AUPSY 103 <p><u>Note:</u> It is recommended that BSc students take 50% of their courses in the Sciences</p>
BA Major: Sociology	<ul style="list-style-type: none"> ★ 6 AUSOC 101, 103 or 105

* The Music Theory Placement Exam (MTPE) is an optional exam for any student with a music major or minor to take. If a mark of 70% or greater is achieved on the MTPE, AUMUS 100 - a pre-requisite for crucial first-year music courses - does not need to be taken.

** The Harmony Placement Exam (HPE) is not required and is typically written by incoming students who have previous harmony training through the Royal Conservatory of Music or Conservatory Canada. A mark of 75% or higher on the HPE awards the student advanced placement in harmony thus removing the requirement to take AUMUS 160.

Part C: Minor Course Requirements (OPTIONAL)

A minor is a secondary area of study and is **optional**. Minors require at least 18 credits with a minimum of 12 credits at the senior-level (200, 300, or 400-level) in a subject area that is different from your major.

Minors	First-Year Courses
Art History	★ 6 AUART 101 or 103, 102 and/or 111
Art Studio	Recommended: ★ 3 AUART 111
BSc/BEd Teaching Minor: Art	★ 3 AUART 101 or 102 ★ 6 AUART 111 and 112
Biology	★ 3 AUBIO 111 or 112
BSc/BEd Teaching Minor: Biology	★ 6 AUBIO 111 and 112
Chemistry	★ 6 AUCHE 110 and 112
BSc/BEd Teaching Minor: Chemistry	★ 6 AUCHE 110 and 112
Classical Studies	★ 6 AUCLA 100, 102; and/or AULAT 101
Computing Science	★ 6 AUCSC 111 and 112 ★ 6 AUMAT 110 or 116 and 120
Drama	★ 6 AUDRA 101 and 144
BSc/BEd Teaching Minor: Drama	★ 6 AUDRA 101 and 144
Economics	★ 9 AUECO 101, 102, and AUECO 190
English	★ 6 AUENG 102, 103 or 104
BSc/BEd Teaching Minor: English Language Arts	★ 6 AUENG 103 and 104
Environmental Studies	★ 3 AUENV 120
French	★ 6 AUFRE 101 and 102 <u>Note:</u> Students with credit in Grade 12 French should take ★ 6 AUFRE 201 and 202
BSc/BEd Teaching Minor: Second Languages (French)	★ 6 AUFRE 101 and 102 <u>Note:</u> Students with credit in Grade 12 French should take ★ 6 AUFRE 201 and 202
BSc/BEd Teaching Minor: General Sciences	★ 6 AUBIO 111 and 112 ★ 6 AUCHE 110 and 112 or 120 ★ 6 AUPHY 102 or 104 and 106; or AUPHY 110 and 120 ★ 3 AUMAT 110 or 116
Geography	★ 3 AUENV 120
German	★ 6 AUGER 101 and 102 <u>Note:</u> Students with credit in Grade 12 German should take ★ 6 AUGER 201 and 202
BSc/BEd Teaching Minor: Second Languages (German)	★ 6 AUGER 101 and 102 <u>Note:</u> Students with credit in Grade 12 German should take ★ 6 AUGER 201 and 202

History	<p><u>Recommended:</u></p> <p>★ 6 AUHIS 104, 105, 121, or 190</p> <p><u>Note:</u> Topics of AUHIS 121 vary from year to year depending on the instructor and student interest. Students can take more than one section of AUHIS 121.</p>
Interdisciplinary Studies: Canadian Studies	★ 6 AUCRI 160; AUIDS 160; ECO 101; AUENG 102, 103 or 104; AUFRE 201, 202; AUGEO 120; AUENV 120; AUPOL 103; AUPSY 103; AUSOC 101, 103, 105
Interdisciplinary Studies: Crime and Community Studies	★ 3 AUCRI 160 or AUIDS 160 ★ 3 AUPOL 104; AUPSY 103; AUSOC 101, 103, 105
Interdisciplinary Studies: Global and Development Studies	★ 6 AUCSL 100 and AUIDS 100 ★ 6 AUECO, AUENV, AUPOL, AUREL, AUMGT 100 and/or AUSOC
Interdisciplinary Studies: Gender and Women's Studies	★ 6 AUENG 102, 103, 104; AUPOL 103, 104, AUMUS 170; AUPSY 103; AUSOC 101, 103, 105
Management	★ 3 AUMGT 100
Mathematics	★ 3 AUMAT 110 or 116 ★ 6 AUMAT 112 and 120
BSc/BEd Teaching Minor: Mathematical sciences	★ 6 AUMAT 110 or 116, and 112 ★ 3 AUMAT 120
Music	★ 3 AUMUS 100 or 70% or higher on Music Theory Placement Exam* ★ 3 AUMUS 170 ★ 4.5 AUMUS 160 and 162 Applied music and ensemble courses (talk to your Admissions Advisor)
BSc/BEd Teaching Minor: Music (Choral)	★ 4.5 AUMUS 160 and 162 Applied music and ensemble courses (talk to your Admissions Advisor)
Philosophy	★ 6 AUPHI 101, 102, or AUPHI 180
BSc/BEd Teaching Minor: Philosophy & Religious studies	★ 3 AUREL 100
Physics	★ 6 AUPHY 110 and 120 <u>Co-requisite:</u> AUMAT 110 or 116
BSc/BEd Teaching Minor: Physics	★ 6 AUPHY 110 and 120 ★ 6 AUMAT 110 or 116, and 112
BSc/BEd Teaching Minor: Physical sciences	★ 6 AUCHE 110 and 112 ★ 6 AUPHY 110 and 120 ★ 3 AUMAT 110 or 116
Physical Education	★ 3 AUPED 112 ★ 1-3 AUPAC at a 100-level (★1 each)
BSc/BEd Teaching Minor: Physical Education	★ 3 AUPED 160 ★ 3 AUPAC at a 100-level (★1 each)
Political Studies	★ 3 AUPOL 103 ★ 3 AUIDS 100

Psychology	★3 AUPSY 103
Religion	★3 AUREL 100
Scandinavian Studies	★6 AUSCA 101 and 102
Spanish	★6 AUSPA 101 and 102
BSc/BEd Teaching Minor: Second Languages (Spanish)	★6 AUSPA 101 and 102
Sociology	★6 AUSOC 101, 103, 105
BSc/BEd Teaching Minor: Social studies	<u>Recommended:</u> ★ 6 AUHIS 104, 105; AUSOC 101,103, or 105; AUIDS 100, AUCRI 160

Please use your ARR/What-if report to see which courses are required for your minor. If you are having difficulties, contact your Admissions Advisor for guidance at (780) 679-1132.

How many credits do you have now?

Now that you know what you are required to take for your major and minor, count up your credits. Have you reached 30 credits yet (15 credits each term)? If not, you still have room in your class schedule to take additional classes. Guidance for choosing the rest of your classes can be found on the next page.

Part D: Augustana Core Requirements

Augustana's commitment to the liberal arts and sciences orients our programs toward a broad education realized through engagement, knowledge, and skills. Augustana's common liberal arts and sciences requirements consist of a total of 36 credits, to be taken throughout your degree, that make up the Augustana Core:

1. 3 Credits in Foundation (AUIDS 101) – This is the First Year Seminar course which was discussed in Step 5, Part A. **This should be the very first course that you add to your schedule unless you are a transfer student with more than 12 transferable credits.**
2. 12 credits in Engagement – At Augustana, students integrate their learning with the complexities of local and global communities, both in the classroom and in the world. To achieve this degree of social and political engagement, Augustana students are required to choose from at least three of the following five categories, with no more than 6 credits in each category:
 - Creative and Imaginative Processes
 - Environmental Sustainability
 - Diversity and Global Studies
 - Experiential Learning
 - Integrating Knowledge
3. 21 credits in Knowledge – 6 credits of courses in each of the Humanities, Social Sciences, and Sciences along with 3 credits from the Fine Arts.

Credits counted in the **Knowledge** section cannot overlap with credits counting for your major. Credits counted in the **Engagement** section can overlap with credits counting for your major. Note: the same credit cannot be counted twice in courses that relate to more than one category within these areas; that is, a total of 33 different credits must be earned to fulfill these requirements. Bachelor of Music students do not have to complete the Engagement and Knowledge requirements of the Augustana Core.

By choosing a variety of first-year courses that satisfy your interests, you will begin to fill up your Knowledge and Engagement requirements. For now, you may want to take 3 credits of Fine Arts in your first year. As well, you should try to take at least one course each in the Humanities, Social Sciences, and Sciences if these fit into your schedule. You will have more opportunities and more senior-level courses to choose from by completing these requirements early on in your undergraduate degree.

To help you determine which courses fit in which categories of the Augustana Core, we have made a [tool](#) on our website that you can use. Please keep in mind that this guide includes all courses offered at Augustana, not just first-year courses. To use this tool, please follow the instructions below:

1. Visit www.ualberta.ca/augustana > Services > Academic Services & Resources > Academic Advising > Complete Course List.
2. Once you are on this page, you will see a checklist. From here, you can choose which term and session you would like to see available courses for, as well as which sections of the Augustana Core you would like to search for a course in. Below is an example of how to search for a course in the 11-week session of the winter term that meets the Creative and Imaginative Process requirement of the Augustana Core.

Complete Course List

Step-by-step presentation on how to build your schedule and enrol in these courses...

CSL component: Some courses may have an optional CSL component that qualifies for the *Experiential Learning* core requirement.

The screenshot shows a user interface for filtering courses. On the left, there are two sections: 'Session' and 'Term'. The 'Session' section has four options: '3 week', '11 week' (which is checked), 'Other', and 'All' (which is checked). The 'Term' section has three options: 'Fall 2017', 'Winter 2018' (which is checked), and 'All'. In the center, there is a large red circle around the 'Core: Engagement' section. This section contains several categories: 'Creative & Imaginative Process' (which is checked), 'Environmental Sustainability', 'Experiential Learning', 'Diversity and Global Studies', and 'Integrating Knowledge'. Below this is a checkbox for 'Satisfies no Engagement category' and an 'All' button. On the right, there is another red circle around the 'Core: Knowledge' section. This section has four categories: 'Science', 'Social Science', 'Fine Arts' (which is checked), and 'Humanities'. Below these is a checkbox for 'Satisfies no Knowledge category' and an 'All' button. At the bottom of the interface, there is a large 'All' button.

3. Look through the available courses. Remember, this list includes all courses available at Augustana. As a first-year student, you are only permitted to enrol in 100-level courses. See the Available First-Year Courses document for further details.

Term Session	Course Number	Course Name	Core: Engagement	Core: Knowledge
Winter 2018 11 Week	AUART 111	Studio Foundation I <i>Instructor: Harder, Keith</i>	<input checked="" type="checkbox"/> Creative & Imaginative Process	<input type="checkbox"/> Fine Arts
Winter 2018 11 Week	AUART 112	Studio Foundation II - 3-D and Colour Theory <i>Instructor: Harder, Keith</i>	<input checked="" type="checkbox"/> Creative & Imaginative Process	<input type="checkbox"/> Fine Arts
Winter 2018 11 Week	AUART 232	Drawing II <i>Instructor: Forrest, Julian</i>	<input checked="" type="checkbox"/> Creative & Imaginative Process	<input type="checkbox"/> Fine Arts

4. If you are having difficulties using this tool, contact your Admissions Advisor. We are always happy to provide you with guidance on which first-year courses will fulfill the Augustana Core requirements.

Part E: Option Courses

Options will make up the remainder of your degree requirements. As a liberal arts and sciences campus, we encourage our students to try a wide variety of classes. If you have room in your class schedule, do not hesitate to take something completely different from your major or minor. In all likelihood, it will fit somewhere into your Augustana Core requirements – but even if it does not, it will help you fill up the 120 credits you need to complete your degree. Do not be afraid to try something new!

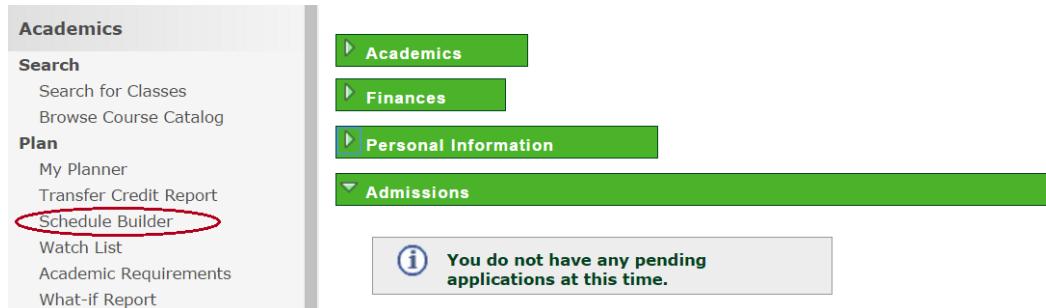
Please use the "Search for classes" tool on Bear Tracks to begin looking at your options.

Step 6: Build a draft schedule

You can build a draft schedule using "Schedule Builder" in Bear Tracks.

Use Schedule Builder to create your timetable

- 1) Click on "Schedule Builder".



- 2) Select the Fall Term.

Schedule Builder

Select Term

Select a term then click Continue.			
	Term	Career	Institution
<input type="radio"/>	Winter Term 2018	Undergraduate	University of Alberta
<input checked="" type="radio"/>	Fall Term 2017	Undergraduate	University of Alberta

CONTINUE

- 3) Click "Search".

Fall Term 2017 | Undergraduate | University of Alberta [change term](#)

Open Full Cancelled Closed (Contact Department)

Add to Schedule Builder

Find Classes

Class Search My Planner **search**

Enter 5-Digit Class Nbr

enter

Fall Term 2017 Schedule Builder

Your enrollment schedule builder is empty.

- 4) All courses offered at the Augustana Campus are grouped together in the drop-down menu alphabetically **starting with "AU"**.

Note: The following example shows how AUENG 102 is added to a schedule. Unless you are a transfer student with more than 12 transferable credits, start by adding AUIDS 101 to your schedule as this is a required course for you to take during your first semester at Augustana. Once this is complete, please add the Fall courses you are required to take for your major/minor.

- 5) You can enter the course number if you are looking for a specific course. If you want to see all of the 100-level courses offered, just enter a "1" in the "Course Number" box.
- 6) The "Show Open Courses Only" box will automatically be selected. If you want to see all offered courses (available and full), you will have to unselect this option.

Class Search

Subject **AUENG**

Course Number
 Show Open Classes Only

Additional Search Criteria

[Return to Schedule Builder](#) **CLEAR** **SEARCH**

- 7) Click "Search".

- 8) Take a look at the offered courses that match your search criteria for the course you want. Some courses are offered Monday/Wednesday/Friday (MWF); others are offered Tuesday/Thursday (TR). Other options exist as well! You can also see if a course is a 3-week course or an 11-week course by looking at the section numbers. If a section number starts with a 1, it is an 11 week course. If a section number starts with a 3, it is a 3 week course. You can also look at the "Meeting Dates" to determine how many weeks it takes to complete a course. **Remember, you can only enroll in one three-week course and a maximum of four (3 credit) eleven-week courses each semester.**

▼ AUENG 102 - Critical Reading, Critical Writing										
Class	Section	Days	Times	Location	Open Seats	Instructor	Meeting Dates	Status	Schedule Builder	
23585	1A1-LEC	M W F	9:45AM - 10:45AM	AU H 070	34 / 35	Kevuq,Bieqqe	25-Sep-2017 - 11-Dec-2017			

Reserved Seats: Please check the [seat availability](#) for this class as some seats have been reserved for a specific group of students.

- 9) Pay attention to the course status; courses open to enrolment will have a green circle beside them.

▼ AUENG 102 - Critical Reading, Critical Writing										
Class	Section	Days	Times	Location	Open Seats	Instructor	Meeting Dates	Status	Schedule Builder	
23585	1A1-LEC	M W F	9:45AM - 10:45AM	AU H 070	34 / 35	Kevuq,Bieqqe	25-Sep-2017 - 11-Dec-2017			
23586	1A2-LEC	M W F	11:00AM - 12:00PM	AU H 070	35 / 35	To Be Assigned	25-Sep-2017 - 11-Dec-2017			

Reserved Seats: Please check the [seat availability](#) for this class as some seats have been reserved for a specific group of students.

- 10) Select the course section you wish to add to your schedule and click "ADD". If you want to receive notification if one of the full courses (see below) becomes available, you can select the course and add it to your "Watch List".
- 11) All courses will be listed as "Open", "Full", "Cancelled", or "Closed". You will only be able to enrol in courses which are open.

Open

Full

Cancelled

Closed (Contact Department)

- 12) Once you have added a course to your "Schedule Builder", you will see how the course fits into your schedule. The course will also be listed below your draft schedule with further information.

Note: If you add AUIDS 101 to your schedule, it will not appear as a colored course in your schedule builder. This is because, as previously mentioned in Step 5, you will choose the topic of your FYS course later in the summer.

Draft Schedule	Monday	Tuesday	Wednesday	Thursday	Friday
8:00 AM					
9:00 AM					
10:00 AM	AUENG 102 LEC 1A1 AU H 070		AUENG 102 LEC 1A1 AU H 070		AUENG 102 LEC 1A1 AU H 070

- 13) Click "Search" to begin adding another course.
- 14) Again, find the next course you want under the appropriate heading and click "Search".
- 15) For SCIENCE courses—most of these have two sections—a *lecture (LEC)* and a *lab (LAB)*. You must enrol in both parts of the course.

▼ AUCHE 110 - General Chemistry I											
Class	Section	Days	Times	Location	Open Seats	Instructor	Meeting Dates	Status	Schedule Builder		
73528 1A01-LEC		M W F	8:30AM - 9:30AM	AU C 167	74 / 75	Hetoamo,Gepiv	25-Sep-2017 - 11-Dec-2017		Add		
73529 1A02-LEC		M W	12:15PM - 1:45PM	AU C 167	25 / 25	Jetvug,Juov	25-Sep-2017 - 11-Dec-2017		Add		
73530 1A03-LEC		T R	12:00PM - 1:30PM	AU C 167	75 / 75	KfDoqowoi,Anocediwk	25-Sep-2017 - 11-Dec-2017		Add		
73531 1D01-LAB		T	8:30AM - 11:30AM	AU C 165	19 / 20	To Be Assigned	25-Sep-2017 - 11-Dec-2017		Add		

- 16) You can only select one section of the course at a time. In this example, the lecture is selected first. Proceed by clicking "ADD" to insert the Lecture to your schedule builder.
 - 17) Bear Tracks will automatically prompt you to add the LAB section of the course. Again, pay attention to the status as some may already be full.
 - 18) Select the LAB you want to add and click "NEXT".
- | | | | | | | | |
|-----------------------------|---------------------|------------|--------------------|---------|-------|----------------|--|
| <input type="radio"/> 60063 | D07 | Laboratory | W 2:15PM - 5:15PM | AU C165 | 15/15 | To Be Assigned | |
| <input type="radio"/> 62985 | D08 | Laboratory | W 6:30PM - 9:30PM | AU C165 | 15/15 | To Be Assigned | |
| <input type="radio"/> 65251 | D09 | Laboratory | R 9:25AM - 12:25PM | AU C165 | 15/15 | To Be Assigned | |
| <input type="radio"/> 65252 | D10 | Laboratory | R 2:15PM - 5:15PM | AU C165 | 14/15 | To Be Assigned | |
| <input type="radio"/> 65253 | D11 | Laboratory | F 8:20AM - 11:20AM | AU C165 | 14/15 | To Be Assigned | |
| <input type="radio"/> 65254 | D12 | Laboratory | F 2:15PM - 5:15PM | AU C165 | 15/15 | To Be Assigned | |
- CANCEL NEXT
- 19) If you can see there is a time conflict in the schedule, try to reschedule the section of the class with the time conflict. Note: If you see a time conflict with AUPAC courses, please refer to the First-Year Available Courses document for guidance.
 - 20) Select the class you want to change and delete from "Schedule Builder".
 - 21) Now, go through the same process of re-adding the course by first searching the course, then add the section that will not conflict with another course.

- 22) Once you have successfully added five courses into the "Fall Term", check off all of your courses and click on the "Validate" button.

Fall Term 2017 Schedule Builder										
Select	Course	Section	Class	Days	Times	Location	Instructor	Units	Status	
<input checked="" type="checkbox"/>	AUCHE 110	LAB 1D02	73532	T	2:15PM - 5:15PM	AU C 165	To Be Assigned			
<input type="checkbox"/>	AUCHE 110	LEC 1A01	73528	M W F	8:30AM - 9:30AM	AU C 167	Kariuki,James	*3.00		
<input checked="" type="checkbox"/>	AUENG 102	LEC 1A1	73585	M W F	9:45AM - 10:45AM	AU H 070	To Be Assigned	*3.00		
<input checked="" type="checkbox"/>	AUIDS 101	LEC 3A01	75100	TBA	TBA	TBA	To Be Assigned	*3.00		

for selected: [delete](#) [validate](#) [enroll](#)

- 23) If your course schedule does not have any time conflicts and does not exceed the allowable number of credits per term, there will be a green checkmark beside each course. If there are any issues with your draft schedule, such as not meeting pre/co-requisites, you will be notified.
- 24) Once your schedule for the Fall is built, click "Change Term" to go through the same process in the Winter Term.
- 25) When building your Winter Term schedule, you may run across time conflicts that require you to flip some courses from Winter to Fall. Use the Available First-Year Courses document to help you find courses that are offered in both terms.
- 26) Once you have finished building both your Fall and Winter schedules, you are ready to complete your registration by enrolling in the courses in "Schedule Builder".

Important! Building a draft timetable in "Schedule Builder" is not your final registration. On your enrolment date, you will be able to complete your registration by enrolling in the classes in your "Schedule Builder" making your "My Class Schedule".

Step 7: Check enrolment dates

You can begin registering in your courses for the Fall and Winter Terms on April 3rd, 2017. Please check your enrolment time in Bear Tracks. From the home page, navigate to Academics > Enrol/Enrolment Dates.

Note: Your Final Exam schedule will be available in Bear Tracks in the Fall. Augustana students do not need to consider final exam times when scheduling their classes.

Step 8: Enrol in courses

You can begin to enrol in classes on April 3rd, 2017. Starting with the "Fall Term", select all the courses in your Schedule Builder and click "Enrol". Once you have enrolled in courses, make sure to view them in "My Class Schedule". If you wish to make any changes to your class schedule after you have enrolled, you will need to use the "Add", "Drop", or "Swap" functions located in the Bear Tracks menu on the left hand side. **Once you are enrolled in AUIDS 101, you cannot drop this course on your own. Only an Admissions Advisor or Academic Advisor can drop this course.**

Step 9: Confirm course registration with an Admissions Advisor

Please try enrolling in courses on your own prior to contacting your Admissions Advisor. Remember — we are here to help so after you have registered in courses, please touch base with us so that we can confirm you are setting yourself up for success! If you are a transfer student from another post-secondary institution and have received more than 6 transfer credits, please contact your Academic Advisor at acadvise@ualberta.ca to confirm your course registration.

Contact your Admissions Advisor!
University of Alberta – Augustana Campus
Prospective Student Office
E-mail: augustana@ualberta.ca
Phone: (780) 679-1132
Toll Free in Canada & the U.S.: 1 (800) 661-8714
www.ualberta.ca/augustana

Step 10: Get ready to attend Augustana!

Part A: Pay Your Tuition & Fees

- Check the "Cost, Tuition, Fees" menu at www.registrarsoffice.ualberta.ca for more information on how and when to pay your fees.
- Make sure to pay your tuition and fees by the deadline to avoid penalty fees. Deadlines are listed in the University of Alberta Calendar and on The Registrar's Office website.
- Fee payment options include online or telephone banking, UAlberta's Interac Service, credit card (via Plastiq), by cheque, or money order.
- Tuition fees for each semester must be paid by the deadlines:
 - September 30th, 2017 for the Fall Term
 - January 30th, 2018 for the Winter Term

Part B: Make Sure to Apply for Residence & Awards

- Review your awards options at: www.ualberta.ca/augustana > Prospective Students > Financial Aid
- Submit your Residence Application (or Residence Exemption Form) at <http://www.ualberta.ca/augustana> > Services > Residence & Dining > Student Residence > Apply for Residence
- Residence fees must be paid in full by the deadline for each semester:
 - September 15th, 2017 for the Fall Term
 - January 15th, 2018 for the Winter Term

Part C: Complete Admission Requirements

- Check your Bear Tracks "To Do List" for information on outstanding admission requirements. Make sure to submit all requirements by the deadlines listed!

Part D: EClass – Get Ready for U!

- After registering in classes, you are going to get access to an EClass section. This will provide you with everything that you need to get ready for university. We will be sending you instructions of how to access EClass before the launch date of **May 1st!**

- Have you ever tried to tell someone everything that they need to know in three days? We have. We used to call it orientation to university. One thing that we have learned is that a long intense orientation does one thing really well, it disorients people. We could tell from the blank stares that students and staff had at the end of the sessions. This EClass section is going to change that! You are going to receive the information and resources when you need them most, as you prepare for arriving at Augustana.

Part E: Arrive on Campus at the Start of the Term.

- Buy your books at the Augustana Bookstore (or Used Bookstore on campus), and get ready to attend classes! Fall classes start **August 31st!**
- New and used textbooks can be purchased on campus once you are attending Augustana. We recommend waiting to purchase textbooks until after you have attended your first class to hear what options you will have for textbooks.
- New textbooks will be available in the bookstore while used textbooks can be found in the used book store on campus, through current students, the Augustana used-book buy and sell, and/or the Augustana used book Facebook page.
- Note: used textbooks can typically be bought online as well as on campus and may cost half the price!

LATE ARRIVALS:

As you already know, Augustana's Semester is broken into a 3-week session at the start of the semester followed by an 11-week session. Due to the condensed nature of the 3-week courses, you need to arrive within the first two days of the start of classes in order to take a 3-week course at Augustana. Otherwise you will be too far behind in the course material. **If you do not think that you will arrive within the first two days of classes, please contact your Admissions Advisor as soon as possible.**